



City of Roswell, P.O. Drawer 1838, Roswell, NM 88202
Attn: Business License Clerk

VENDOR MERCHANT APPLICATION

Present this completed application to Roswell Police Department, 128 W. Second St. for a background check and fingerprinting. Bring this completed application to the City Licensing Clerk in the Code Enforcement Office, 421 N. Richardson, telephone (575) 637-6208, for issuance of the permit.

Cost: \$10.00 per week or \$25.00 per month

Seven (7) days advance notice required.

PLEASE PRINT

Full Name: _____ Telephone No.: () _____

Permanent Street Address: _____

City: _____ State: _____ Zip: _____ SSN: _____ - _____ - _____ Sex: F M (circle one)

Driver's Lic. No.: _____ State: _____ Date of Birth: _____

Place of Birth: _____ Height: _____ Weight: _____

Hair Color: _____ Eye Color: _____ Complexion: _____

Scars or Identifying Marks (description): _____

Roswell Address (Motel): _____ Phone No.: _____

Vehicle Description: Year: _____ Make & Model: _____

Color: _____ License No.: _____ State of Issue: _____

Name of Employer: _____ No. Years Employed: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No. () _____ Residence Last 12 Months: _____

New Mexico State Tax ID No. (CRS Tax Id #): _____

Type of Goods/Merchandise/Services to be sold: _____

Selling dates: _____

Selling Location: _____

***Have you ever been convicted of an offense involving moral turpitude, misdemeanor or felony? **Yes**____ **No**____
(Moral turpitude of conduct which is contrary to the customary rules or rights and duties between persons or a person and a society, and would include but not limited to, such conduct as assault, battery, larceny, shoplifting, sexual offenses, contributing to the delinquency of a minor, theft, fraud, and similar types of conduct). If yes, explain on the reverse of this form.

VENDOR/MERCHANT SIGNATURE

Date

NCIC RECORDS CHECK _____

****PLEASE LIST ARREST HISTORY ON REVERSE

POLICE DEPARTMENT SIGNATURE

Date

Zoning Department Approval for food vendors only (must submit property owner's permission in writing).

Planning & Zoning Official: _____ Date: _____